



DEPARTMENT OF THE NAVY  
OFFICE OF THE ASSISTANT SECRETARY  
(Research, Development and Acquisition)  
WASHINGTON, D.C. 20350-1000

24 March 1995

MEMORANDUM FOR COMMAND STANDARDS IMPROVEMENT EXECUTIVES (CSIE)

Subj : IMPLEMENTATION MEMO 95-2A, PROCESSING PERFORMANCE  
SPECIFICATIONS

Ref: (a) Implementation Memo 95-2, **Processing Performance**  
Specifications, dated 1 March 1995  
(b) DoN Standards Improvement Program Plan

Encl: (1) OASD Revised Policy Memo 95-2, "Processing performance  
Specifications, dated 10 MAR 95

Reference (a) amplifies and clarifies the processing of  
performance specifications requirements established by reference  
(b) . Enclosure (1) revises and supersedes reference (a) .

*Robert P. Petro*  
Head of DoN  
Standardization Office



ECONOMIC SECURITY

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13 MAR 1995

MEMORANDUM FOR ARMY STANDARDS IMPROVEMENT EXECUTIVE,  
DR. KENNETH OSCAR  
NAW STANDARDS IMPROVEMENT EXECUTIVE,  
MR. DANIEL PORTER  
AIR FORCE STANDARDS IMPROVEMENT EXECUTIVE,  
MR. JAMES BAIR  
DEFENSE LOGISTICS AGENCY STANDARDS  
IMPROVEMENT EXECUTIVE, COL DONALD KLOVSTAD

SUBJECT: Policy Memo 95-2A, "Processing Performance Specifications"

The attached revision to Policy Memo 95-2 makes changes to incorporate the decision by the Defense Standards Improvement Council to have the document identifier reflect whether a specification is a performance or detailed specification. A few other minor administrative changes have been made to address feedback from your activities who are implementing this direction. Please take appropriate action to expeditiously transmit these new procedures to your activities.

**Walter B. Bergmann, Jr.**  
Chairman  
Defense Standards Improvement Council

Attachment

cc: DUSD(AR)  
DASD(IA)  
DepSOs



DEPARTMENT OF DEFENSE (DOD) POLICIES AND PROCEDURES ON  
PERFORMANCE SPECIFICATIONS LISTED IN THE DOD INDEX OF  
SPECIFICATIONS AND STANDARDS (DoDISS)

1. General. DoD activities shall develop and use performance specifications instead of detail government specifications wherever possible.
2. Definition. A performance specification states requirements in terms of the required results with criteria for verifying compliance, but without stating the methods for achieving the required results. A performance specification defines the functional requirements for the item, the environment in which it must operate, and interface and interchangeability characteristics.
3. Certifying Performance Specifications. Each Military Department and Defense Agency shall establish procedures for senior management certification of performance specifications that will be listed in the **DoDISS**. A copy of each certified performance specification to be listed in the **DoDISS** shall be sent for information only to **OASD(ES)/IA/AP**, Standardization Program Division, 5203 Leesburg Pike, Suite 1403, Falls Church, VA 22041-3466.
4. Processing New or Revised Performance Specifications. Newly developed **DoDISS** performance specifications and military specifications whose content was revised to meet the definition of performance specifications shall be processed in accordance with the development procedures for DoD standardization documents in DoD **4120.3-M**, "Defense Standardization Program Policies and Procedures," except document approval shall comply with paragraph 3 above.
5. Redesignation of Military Specifications to Performance Specifications. Where military specifications exist that already meet the definition of a performance specification, the specification preparing activity shall follow the procedures below. It is important to note that the change to the document identifier does not change the basic document number, Such things as part numbers, cataloging data, and drawings should remain unaffected and will not require a change.

a. Change the heading on the first page of the document from "MILITARY SPECIFICATION" to "PERFORMANCE SPECIFICATION." Replace the middle letter of the document identifier with the letters "**PRF**." For example, "**MIL-A-123C**" would become "**MIL-PRF-123C**." This change to the document identifier only needs to appear on the first page. The note below shall be placed in the upper left hand corner of the replacement first page. These shall be the only changes made. There shall not be any change made to the, revision level, date, We, or content.

"NOTE: The document identifier and heading has been changed on this page to reflect that this is a **performance specification**. There are no other changes to this document.

The document identifier on subsequent pages has not been changed, but will be changed the next time this document is revised.”

b. If there is an amendment to the specification, the same administrative change described **in** item a. above must be made to the latest amendment as well. There shall be no other changes to the amendment.

c. Have **the** specification certified as stated in paragraph 3 above.

d. Send a copy of the revised first page only to the Defense Printing **Service** Detachment Office, Building 4D, **NPM-DoDSSP**, 700 Robbins Avenue Philadelphia, **PA 19111-5094**. A print order form is not required, but the preparing **activity** shall prepare a memorandum requesting that the attached revised first page be rescanned in the Print On Demand System and that the document be listed in the **DoDISS** as a performance specification. The memorandum **shall** also identify, by name and title, the certifying authority for the performance specification.

e. The DoD Single Stock Point shall make the necessary changes to the Print On Demand system and the ASSIST data base to designate the specification as a performance specification. The normal automatic distribution of the document is not necessary since this is an administrative, not technical, change. A notice shall appear in the **DoDISS** Notice listing all of the military specifications that were administratively changed to performance specifications for that period.